UNITED STATES DISTRICT COURT

for the						
District of						
Plaintiff(s) V.)))) -) Civil Action No.)))					
Defendant(s))					
SUMMONS IN A CIVIL ACTION						
To: (Defendant's name and address)						
A lawsuit has been filed against you. Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:						
If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court. **CLERK OF COURT** **CLERK OF COU						
Date:	S. Harrold Signature of Clerk or Deputy Clerk					

Civil Action No.

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

was re	This summons for (nate)	me of individual and title, if any)				
	•	I the summons on the individual	l at (place)			
			on (date)	; or		
	☐ I left the summons	at the individual's residence or	usual place of abode with (name)			
	, a person of suitable age and discretion who resides					
	on (date), and mailed a copy to the individual's last known address; or					
	☐ I served the summe	ons on (name of individual)			, who is	
	designated by law to accept service of process on behalf of (name of organization)					
			on (date)	; or		
	☐ I returned the sum	mons unexecuted because			; or	
	☐ Other (specify):					
	My fees are \$	for travel and \$	for services, for a total of \$			
	I declare under penalt	y of perjury that this informatio	n is true.			
Date:						
Date.			Server's signature			
			Printed name and title			
			Server's address			

Additional information regarding attempted service, etc: